

FIRE INSPECTOR I/II

Purpose:

To actively support and uphold the City's stated mission and values. To perform a variety of technical inspections of public, commercial, industrial, residential and other buildings and premises to secure compliance with the City's fire prevention codes and regulations; to investigate complaints and violations and require corrective action; to conduct investigations of fires, explosions and hazardous material(s) releases; and to develop fire safety codes, regulations and educational programs.

Supervision Received and Exercised:

Fire Inspector I

Receives general supervision from the Fire Marshal/Assistant Fire Chief and may receive functional and technical supervision from a Senior Fire Inspector.

Fire Inspector II

Receives direction from the Fire Marshal/Assistant Fire Chief and exercises functional and technical supervision over the Fire Inspector.

Distinguishing Characteristics:

Fire Inspector I

This is the entry level class in the Fire Inspector series. This class is distinguished from the Senior Fire Inspector by the performance of the more routine tasks and duties assigned to positions within the series including conducting routine inspections of buildings and property for fire hazards and compliance with fire prevention codes and standards, and assisting in the investigation of fires and hazardous material releases. Since this class is typically used as a training class, employees may have only limited directly related work experience.

Fire Inspector II

This is the full journey level class within the Fire Inspector series. Employees within this class are distinguished from the Fire Inspector by the performance of the full range of

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Fire Inspector I/II (continued)

duties as assigned including conducting fire cause and origin investigations, serving as one of the department's Public Information Officers, assisting with the classification of hazardous materials occupancies, and conducting the more complex occupancy inspections for full code compliance. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating policies and procedures of the work unit. Positions in this class may work a flexible schedule and are filled by advancement from the Fire Inspector level. Appointment to the higher class requires that the employee be performing the full range of duties assigned to the class.

Essential Functions:

Duties may include, but are not limited to, the following:

- Conduct complex, technical inspections of buildings and property to ensure compliance with fire prevention codes and standards. These inspections will be conducted during the business hours of the occupancy which may include night time.
- Meet with developers, architects, contractors and various City departments to provide code interpretation for proposed development projects.
- Review documents related to new construction or tenant improvements for compliance with fire and building codes.
- Conducts inspection and acceptance tests for efficiency of fire protection equipment, automatic fire extinguishing systems, fire alarm systems and associated devices.
- Conduct inspections of facilities using hazardous materials to ensure compliance with local, state and federal regulations pertaining to storage, use and disposal of those materials.
- Provide technical advice to contractors, architects, engineers and developers on sprinkler systems, high-piled storage, hazardous materials and related fire code issues.
- Conduct inspections of aboveground or underground storage tank facilities for both new installations and facility closure; provide detailed reports of all facility closures.

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- Respond to fires, explosions, and hazardous material releases on an on-call basis to conduct investigations of these incidents.
- Photographs fire scenes, collect evidence and prepare detailed reports for presentation in court.
- Depose or testify in criminal and civil litigation relative to investigations.
- Issue citations for fire code violations.
- Assist law enforcement agencies, City and County Prosecutor's Offices and the Attorney General's Office with case investigation preparation.
- Serve as the Department's Public Information Officer; provide information to radio, print and video media on fire, medical and public safety issues or events.
- Review material safety data sheets and contingency plans for facilities using hazardous materials and assign corresponding occupancy classification.
- Coordinate fire company inspections within an assigned fire first due response area, serve as a liaison to fire captains for the management of inspection activities with the district and oversee the input of Fire Company Inspection data.
- Conduct training classes in fire prevention; fire investigation and arson prevention for department members, schools, civic groups, and the general public.

Minimum Qualifications:

Experience:

Fire Inspector I

Two years of experience in fire prevention and inspection work, including a working knowledge of building construction, construction materials, fire codes and standards relating to fire prevention and investigation.

Fire Inspector II

A minimum two years of increasingly responsible experience performing fire inspection duties comparable to a Fire Inspector in Tempe, including comprehensive knowledge of CITY OF TEMPE

Fire Inspector I/II (continued)

building construction, construction materials, fire codes and standards relating to fire

prevention and investigation. A minimum two years of experience in fire cause

investigation.

Education:

Equivalent to the completion of the twelfth grade supplemented by college or trade level

course work in fire science, fire prevention, fire investigation, architecture or building

construction. An AA Degree in a related field is preferred.

Licenses/Certifications:

Fire Inspector I

Requires the possession of a valid driver's license at the time of application.

Fire Inspector II

• Requires the possession of a valid driver's license at the time of application.

Possession of an appropriate ICC Certificate (International Code Council) as Fire

Inspector II

Examples of Physical and/or Mental activities:

(Pending)

Competencies:

(Pending)

Job Code: 217/315

Status: Non-Exempt / Classified

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